

Discretionary Grants Committee Special Called Meeting

April 22, 2026 – 9:00 AM

[Watch Live on YouTube](#)

Seabrook Island Town Hall, Council Chambers
2001 Seabrook Island Road
Seabrook Island, SC 29455



AGENDA

CALL TO ORDER, ROLL CALL, AND FOIA STATEMENT

APPROVAL OF MINUTES

March 18, 2026 Discretionary Grants Committee Regular Meeting *[pp. 2 – 10]*

ITEMS FOR ACTION

Grant Requests

- 1.) **Entity:** Sea Island Turtle Patrol *[pp. 11 - 14]*
Amount: \$800.00
- 2.) **Entity:** Barrier Islands Free Medical Clinic *[pp. 15 – 18]*
Amount: \$4,000.00
- 3.) **Entity:** Seabrook Island Page Turners *[pp. 19 – 22]*
Amount: \$5,000.00
- 4.) **Entity:** Backpack Buddies Seabrook Island *[pp. 23 – 29]*
Amount: \$2,500.00
- 5.) **Entity:** Seabrook Island Photography Club *[pp. 30 – 33]*
Amount: \$1,960.00
- 6.) **Entity:** Seabrook Island Birders *[pp. 34 – 37]*
Amount: \$2,150.00

COMMITTEE COMMENTS

ADJOURNMENT

Discretionary Grants Committee

Regular Meeting

March 18, 2026 – 12:00 PM

[View Meeting on YouTube](#)

Seabrook Island Town Hall, Council Chambers
2001 Seabrook Island Road
Seabrook Island, SC 29455



MINUTES

CALL TO ORDER

Chairman Faulkner called the meeting to order at 12:02 pm.

ROLL CALL

Committee Members Present: Patrick Faulkner, Chairman; Barbara Montagu-Pollock, Scotty Jones, Tom Abbott, Larry Phillips

Town Staff Present: Joe Cronin (Town Administrator), Amber Howard (Finance Director), and Peter Wiggins (Town Clerk).

FOIA STATEMENT

The Town Clerk confirmed that the meeting was advertised in compliance with the requirements of the South Carolina Freedom of Information Act. Agendas were posted and furnished to news media and all others requesting notification.

APPROVAL OF MINUTES

February 18, 2026

Mr. Phillips motioned to approve the minutes of February 18, 2026, seconded by Mr. Jones.

Mr. Phillips' motion was APPROVED unanimously.

ITEMS FOR INFORMATION AND DISCUSSION

Discretionary Grants Program Guidelines

Chairman Faulkner presented the new Grant Guidelines as amended and approved by Town Council. He stated there were some amendments made by the Town Council before final passage. He stated that language was added at the end of "Project Eligibility" to address grants that may be awarded to applicants that are not located on Seabrook Island.

Mr. Abbott asked if Backpack Buddies fell under this added language.

Chairman Faulkner stated there was not a discussion on Backpack Buddies specifically, but there was a discussion about organizations that were not on Seabrook Island. He stated that as the committee begins to receive applications, those applicants can be measured against the new language.

Mr. Wiggins stated that Barrier Island Free Medical Clinic could fall under the new language as well.

Chairman Faulkner stated that there was another conversation about a requirement that applicants attend both the committee and council meeting.

Ms. Montagu-Pollock stated she was unsure of the process from the time the committee recommends approval or denial of an application, through the time when the council approves or denies the application. She stated she was unsure of a scenario where the committee would recommend approval but still require the applicant to attend the council meeting for final approval.

Chairman Faulkner stated the committee will recommend approval or denial to the council, but the council would still require the applicant to appear before them to answer any questions they might have.

Mr. Cronin reminded the committee that the applications will come in on a rolling basis, so the committee will have the opportunity to review applications in advance of the meeting.

Ms. Montagu-Pollock asked if the groups would be competing against each other for grant funding.

Mr. Cronin stated the competition would be between the applicant and their consistency with the grant guidelines, as well as the clock (calendar year). He stated that if an applicant waits until later in the year, there may not be much money left in the grants budget.

Ms. Montagu-Pollock asked when the committee would begin reviewing applications.

Mr. Cronin stated staff will have the application ready in the next week. He stated that the applications received in advance of the April meeting will be included on the agenda for that meeting. He stated there could be no applications or there could be multiple received by the due date.

Ms. Montagu-Pollock asked if the committee usually waits to make funding decisions, so all funding is not awarded to the first few organizations that apply.

Mr. Phillips stated that applications are judged against the established criteria rather than judging one application against another. He stated that in his experience there are usually one or two applications per meeting rather than ten per meeting.

Mr. Abbott asked if all applications are forwarded to Town Council regardless of the recommendation given by the committee.

Mr. Cronin stated yes, unless an applicant fails to attend the committee meeting, in which case their application will be deemed withdrawn.

Mr. Phillips asked if there is an appeal process if an application is recommended denied by the committee.

Mr. Cronin reminded the committee they are only a recommending body. Mr. Cronin stated there was an applicant in 2025 that was recommended denied by the committee, but that presented their application to the council and was approved.

Mr. Phillips asked if that scenario should be communicated to the applicants, so they know there is an appeals process. He stated the process as it is worded in the guidelines does not appear to be clear.

Mr. Abbott asked if the applicant gets a copy of the recommendation before the council meeting.

Mr. Cronin stated the applicant will be present at the committee meeting. He stated they will leave the meeting fully aware of the committee's recommendation.

Ms. Montagu-Pollock asked if Town Council will prioritize the applications.

Mr. Cronin stated that Town Council will prioritize the applications.

Mr. Abbott proposed implementing a scoring system where applications are scored on a 1-100 scale. He proposed that any application that is scored over 80 is approved and anything under 80 is recommended denied.

Chairman Faulkner asked when the committee would see the applications for the first time.

Mr. Wiggins stated that the entire committee will see the applications at least 72 hours before the meeting with the agenda packet.

Mr. Abbott proposed that the 100-point scoring system would follow the approved Evaluation Criteria, 20 points for Public Benefit, and 10 points each for the remaining criteria: Alignment with Program Purpose, Organizational Capacity, Project Feasibility and Work Plan, Budget and Cost Effectiveness, Measurable Outcomes, Community

Impact and Engagement, Project Sustainability, and Compliance and Accountability.

Mr. Phillips stated he would recommend against a scoring system and use a simple, yea or nay vote.

Chairman Faulkner stated he was more inclined to agree with Mr. Phillips' suggestion of a yea or nay vote. He stated that once the town Council receives the committee's recommendation, they will be voting up or down as well. He stated that if the committee takes Mr. Abbott's suggestion, Town Council may have questions for the committee related to why applications were scored in a particular way. He stated if the committee uses this scheme, the Town Council discussions of grant applications could become lengthy.

Mr. Abbott stated if the committee uses a yea or nay vote, the committee would not be providing feedback to the applicant regarding which criterion were met and which ones were not met. He continued by stating that if the committee were to commit all its funds early in the year, they may not be able to fund a good project later. He stated it behooves the committee to communicate to the applicants what they did well on their application and establish a framework so that money is reserved for good projects rather than projects that are of lesser value.

Mr. Phillips stated that the committee will make its recommendation to council and within 30 days, the council will approve or disapprove. He stated council will not wait five months and evaluate applications against the merits of other applications.

Ms. Montagu-Pollock stated it was too bad the committee did not have one deadline for all applications instead of the current, rolling deadline.

Chairman Faulkner stated he liked that idea and the committee should consider that change for 2027. He stated that the current process is a first come, first served policy that was not created by the current committee, but inherited.

Mr. Cronin reminded the committee that the Discretionary Grant Program was created when groups from around Seabrook Island would come to the Town requesting money for brochures or T-shirts. He stated these groups would approach the Town at irregular intervals throughout the calendar year. He continued by stating that the grants program was created to formalize these requests. He stated that the Community Promotions and Engagement Committee and later, the Environment and Wildlife Committee considered these grant applications.

Mr. Jones stated he liked the idea of keeping the process simple, but in the interest of educating the applicants, the committee should strive to be transparent when awarding grants and to communicate why applicants were selected over other applicants. He stated the easiest way to accomplish this is to keep the Evaluation Criteria simple, while at the same time scoring the applications against the criteria.

Ms. Montagu-Pollock asked about the possibility of more requests for funding being received than funds the town has available to distribute. She asked about the possibility of groups that have been awarded funds regularly, being crowded out by newer applicants.

Mr. Phillips stated he could not recall a group that regularly applies for funding that has an expectation they will be awarded funds.

In summarizing the last few comments, Chairman Faulkner stated that the committee is uncomfortable with the current policy of grants funding being awarded on a first come, first served basis. Chairman Faulkner asked if the committee wanted to change that policy for 2026.

Mr. Cronin stated that if this was the will of the committee, the guidelines would need to be amended and returned to council for approval.

Mr. Abbott stated that rather than having a first-come, first served policy, the committee could adopt a scoring system with a threshold set high enough where there will still be grant funding remaining throughout the year.

Mr. Cronin reminded the committee they could approve grant requests for less than the amount requested.

Mr. Jones stated that if applicants score lower under the proposed scoring system, their lower score could be reflected in approving the request for less than the amount requested.

Mr. Wiggins, attempting to answer an earlier question from Ms. Montagu-Pollock, stated there are groups on Seabrook Island that are dependent on the grants program to account for a large portion of their budget. He stated there are groups that are currently waiting on the town to post the grant application. He closed by stating that the groups that are more reliant on grant funding will most likely be the first organizations to apply.

Mr. Jones stated that in the case of Backpack Buddies, they have a \$100,000 budget, of which \$20,000 comes from the Seabrook Island

Hunger Awareness Foundation, and whatever may come from the Town. He stated that he anticipates most of the applications that the committee will consider are groups more similar to Backpack Buddies that have larger budgets.

Ms. Montagu-Pollock asked if the Town could hold applications until approximately five are received so the applications could be judged against one another.

Chairman Faulkner stated as soon as the committee makes its recommendation, Town Council takes up the application at their next meeting.

Mr. Cronin stated that, provided the guidelines do not change from year to year, staff could notify interested groups that the Town will accept applications beginning in December, and first review would be in January or February of the following year. He stated that this might give the committee the opportunity to review \$30,000 worth of grant requests at their first or second meeting of the new year.

Chairman Faulkner asked if the committee would like to work with staff in an effort to open the grant season in December with the goal of accepting grant applications in January or February of 2027.

Mr. Abbott recommended delaying this decision. He stated it was his wish to see how the new criteria work with this year's grant applications, and if the committee is satisfied with the way the grant program is progressing for 2026, the committee can revisit the decision then. Mr. Abbott closed by stating this could be a great aspiration.

Chairman Faulkner asked the committee if they would like to leave the current practice of first-come, first served, as is.

Mr. Abbott stated he didn't like calling the policy, first-come, first served, but rather "rolling acceptance".

Chairman Faulkner asked if the committee would like to institute a weighted scoring system similar to the system proposed earlier by Mr. Abbott.

Mr. Jones stated that the weighted scoring system was a possibility, or the committee could let each individual create their own scoring system. He stated his priorities might be different from others on the committee.

The committee reviewed a previous grant application.

Chairman Faulkner stated by looking at the application, he would be unable to determine how to rank the criteria based on the organization's proposal.

While viewing a grant application of a group that helps injured wildlife on and around Seabrook Island, Mr. Cronin stated that the group was asked how many times they respond to injured wildlife on Seabrook Island. Mr. Cronin stated the group really didn't have an answer to that question. Mr. Cronin stated that the group assured the Town last year that if they were called to help an injured animal on the island, they would respond.

Chairman Faulkner asked the committee, based on the applications they just viewed, if they should apply some criteria to a subjective approval of grant applications, or institute a scoring system.

Ms. Montagu-Pollock stated that based on the applications that were just presented, she could not apply the criteria.

Mr. Jones stated that although voting is a binary decision, yes or no, if each committee member wanted to quantify the criteria leading up to a yes or no vote, they could do that for their own benefit.

Chairman Faulkner motioned to institute a binary voting system, with each committee member free to apply the Evaluation Criteria leading to a yes or no vote, seconded by Mr. Phillips.

Mr. Abbott stated there has been some discussion about the committee communicating its preference for one application over another. Should the committee convey, along with their recommendation to the Town Council, a graded preference such as "Highly Recommend" or "Recommend", or something similar.

Mr. Cronin stated that if the committee would like to institute something similar to Mr. Abbott's proposal, this graded preference would need to be decided on and in place in time for the committee's April meeting. He stated to do this, the committee may need to have a Special Called meeting between now and the April meeting to solidify what is being proposed. He stated that if the committee does not want to meet, staff may need to push the application due dates back.

Chairman Faulkner stated he did not want to push the application due dates back. Chairman Faulkner asked if the committee would allow him to communicate the wishes of the committee, similar to Mr. Abbott's graded preferences proposal, at the final grant applications approval at the Town Council meeting.

Mr. Phillips stated that historically, after the committee recommends approval or denial, and the grant amount, the committee's portion of the approval process is concluded. He stated that he was unsure if the committee needed a three-point system in addition to their usual recommendation.

Mr. Abbott stated that it would be beneficial to include the committee's graded preference in case Town Council denies a grant request that the committee believed in strongly. He stated if this were ever the case, the committee could have a conversation with Town Council regarding why they disagreed with the committee's recommendation.

Chairman Faulkner stated that he had a similar conversation with Town Council at their prior meeting. He stated he fought for the Discretionary Grants Committee related to the Town Council wordsmithing the grant guidelines. However, he stated to the committee this was not a road down which they wanted to go.

Mr. Cronin reminded the committee that it is the prerogative of Town Council to disagree with the recommendations of the committee.

Chairman Faulkner's motion was APPROVED unanimously.

Mr. Abbott motioned to attach a graded preference of "Highly Recommend", "Recommend", and "Reject" to the committee's recommendation. (Motion died for lack of a second.)

Mr. Jones asked if the committee reserves the right to amend the grant amount, and if the committee does reserve the right to amend the amount, how would that weigh into the committee's recommendation.

Mr. Abbott stated he viewed the dollar amount as an issue separate from his graded preference proposal.

Mr. Cronin reminded the committee that if an organization was approved for lower than the project amount, the project may not be viable.

Mr. Jones stated that in the instance described by Mr. Cronin where a project may not be viable for an applicant if an applicant is awarded anything less than the requested amount, the committee could simply vote the application up or down. However, he continued by stating that for a group like the Backpack Buddies, their budget is large compared to what they could be awarded from the town.

Mr. Cronin stated a majority of the groups that apply are relatively small, and their proposed projects are dependent on grant funding. He stated there is a risk of a smaller group being approved for less than the full amount, and the project not being completed. He stated in this case, there may be funds that have already been committed by Town Council, and because the project cannot be completed due to the funding shortage, those funds end up not being spent. Mr. Cronin closed by stating these are questions that should be asked of the applicants before making a recommendation.

Mr. Abbott asked if the reason the Town Council was spending so much time on these applications, was they were not getting sufficient information from the committee so that they could trust the committee's recommendation, or was there pure politics involved.

Mr. Cronin stated in his experience, Town Council defers to the committee's recommendation. He stated if there is a departure from the committee's recommendation, it is usually related to groups that are outside the town limits.

Mr. Abbott stated that based on the information he has seen, one of the issues with which he will grapple is using town funds for pure charity.

Mr. Cronin stated each applicant must demonstrate the public benefit of their proposal.

ITEMS FOR ACTION
2026 Meeting Calendar

Mr. Wiggins informed the committee that Chairman Faulkner requested, for the remainder of 2026, that the meeting start time be moved up to 10:00 am. He stated the committee will retain its original meeting dates.

Chairman Faulkner motioned to move the meeting time up to 10:00 am for the remainder of 2026, seconded by Mr. Jones.

Chairman Faulkner's motion was APPROVED unanimously.

COMMITTEE COMMENTS
April Meeting Date

After a brief discussion, the committee agreed to move the next meeting date to April 22nd, at 9:00 am.

ADJOURNMENT

There being no further business before the committee, Chairman Faulkner declared the meeting adjourned at 1:25 pm.

Peter D. Wiggins II, MPA
Town Clerk



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org

Discretionary Grant Application 2026

Contact Us: (843) 768-9121
ahoward@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from its Discretionary Grants Program. Discretionary Grants of up to \$5,000.00 may be awarded to support projects that are designed to benefit the Town of Seabrook Island by promoting community wellness, civic engagement, cultural and historical awareness, economic vitality, environmental stewardship, and wildlife conservation. Applications will be accepted beginning on April 1, 2026, and will continue to be accepted until the earlier of October 1, 2026, or until all available funds have been committed. For full program guidelines, please visit www.townofseabrookisland.org/discretionarygrants.

1 APPLICANT INFORMATION			
Organization Name	Seabrook Island Turtle Patrol		
Contact Person	William Nelson		
Mailing Address	3758 Beach Court, Seabrook Island		
Physical Address	3758 Beach Court, Seabrook Island		
Phone Number	203-948-2248	Email Address	wnelson1942@gmail.com
Brief description of the organization and its mission	The Turtle Patrol operates under a permit from the SC State Department of Natural Resources and follows the directions from the DNR staff to support the nesting Loggerhead Turtles. The patrol membership is about 120 local volunteers from Seabrook with a few from Johns Island. Their job is to patrol the beach just after the sunrise from early May into mid-October.		
Year Established	1993		
Annual Budget	\$ 5000		
Which of the following best describes the organization? (Check one)	<input type="checkbox"/> This organization is tax-exempt under Section 501(c) of the Internal Revenue Code <input checked="" type="checkbox"/> This organization is established for a benevolent, social welfare, scientific, educational, environmental, philanthropic, humane, patriotic, public health, civic, or other eleemosynary purpose, or for the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety <input type="checkbox"/> This organization employs a charitable purpose or appeal as the basis of solicitation. <input type="checkbox"/> This organization is a unit of local government created or authorized by the State of South Carolina		
<p><i>Pursuant to the South Carolina Solicitation of Charitable Funds Act (S.C. Code of Laws Title 33, Chapter 56), all charitable organizations that solicit contributions or have contributions solicited on their behalf must register with the South Carolina Secretary of State's Office on an annual basis unless they fall under one of the statutory exemptions. Please attach a copy of your organization's current registration (or exemption) with your application.</i></p>			

2 PROJECT INFORMATION	
Project Name	Turtle Patrol Loggerhead Turtle Nesting Support
Project Date(s) (When will the project take place?)	May 1st until mid October
Project Location (Where will the project take place?)	Seabrook Island Beach
Project Category (Check all that apply)	<input type="checkbox"/> Community wellness <input type="checkbox"/> Civic engagement <input type="checkbox"/> Cultural and historical awareness <input type="checkbox"/> Economic development <input checked="" type="checkbox"/> Environmental stewardship and preservation <input checked="" type="checkbox"/> Wildlife protection and habitat conservation

3 GRANT REQUEST	
Amount Requested (Maximum \$5,000.00)	\$ 800

4 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the grant funds will be spent, if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Materials and tools for protection turtle nests	Home Depot and Amazon	\$ 650
Website support for residents and visitors	Squarespace Website Subscription	\$ 150
		\$
		\$
		\$
		\$
	TOTAL	\$

800 The role of the Seabrook Island Turtle Patrol is to enhance the success rate of the nesting loggerhead turtles by identifying new nests.

5 PROJECT PURPOSE	
In the space below, please provide a description of how grant funds will be used to support the project:	
<p>The role of the Seabrook Island Turtle Patrol is to enhance the success rate of the nesting loggerhead turtles by identifying new nests, moving those nests to more secure locations where necessary to prevent over wash from high tides, removing trash from the beaches each morning to prevent the nesting mothers and hatchlings from hazards, inspecting and maintaining the nests to insure they are properly protected through when they hatch, identifying nests that have hatched to measure success of the Island's nests and reporting the results to the DNR, educating and directing the large number of residents and visitors who are always interested in the nesting process, keeping the public informed on the daily patrol activities and, importantly, facilitating orderly observation of the inventory process and any resulting hatchlings on the beach.</p> <p>The patrol members are trained as directed by the DNR and are authorized to perform their duties under of the annual DNR Turtle Patrol permit.</p>	

6 PROJECT IMPACT	
In the space below, please describe how the project will provide a demonstrable benefit to the Town of Seabrook Island. (Eligible projects must have a connection to the Town. Preference will be given to projects occurring within the Town's corporate limits, but other projects are eligible if they provide a clear and demonstrable benefit to the Town. Such benefit can be to the Town's residents and property owners (including by providing meaningful volunteer opportunities), its business environment (but not to specific businesses), its visitors, or to those who work in the Town.)	
<p>The Turtle Patrol activities are, of course, focused on the Seabrook Island beach. The benefits are: wildlife preservation supporting local Loggerhead Turtle nesting; providing education to residents and visitors on the Seabrooks turtle activities; keeping the beach clean with daily trash removal; and, reporting nesting statistics to the State of SC DNR.</p> <p>Significant effort is put into protection of the important Loggerhead Turtle species.</p>	

7 CERTIFICATION & ACKNOWLEDGMENT

- 1) I certify that I am authorized to submit this application on behalf of the above-named organization.
- 2) I certify that all information contained herein is true and accurate to the best of my knowledge.
- 3) I understand and acknowledge that submitting this application is not a guarantee of grant funding.
- 4) I understand and acknowledge that I, or another representative of my organization, must attend both the Discretionary Grant Committee meeting and Town Council meeting (either in person or virtually) at which this application will be considered, and that failure to attend, absent extenuating circumstances, may result in this application being deemed withdrawn or denied.
- 5) I understand and acknowledge that the Town reserves the right to require additional information prior to considering this application.
- 6) I understand and acknowledge that all grant recipients must execute a written grant agreement with the Town prior to disbursement of any grant funds, and that failure to execute a grant agreement within 30 days of the award date shall result in forfeiture of grant funds.
- 7) I understand and acknowledge that grant funds, if awarded, must be spent in accordance with all applicable laws and shall conform to the requirements of the grant agreement and program guidelines.
- 8) I understand and acknowledge that disbursement requests must be received no later than December 15th of the calendar year in which grant funds are awarded, and that failure to submit a disbursement request by this date may result in forfeiture of any unpaid grant funds.
- 9) I understand and acknowledge that grant recipients must submit a written report describing the purpose(s) for which Town funds were expended and the overall project impact on or before December 31st of the calendar year in which grant funds are awarded.

Applicant Signature	
Applicant Printed Name	William Nelson
Submittal Date	4-3-26

Please return completed applications and all required supporting materials to:

By Mail or In Person
 Town of Seabrook Island
 Attn: Amber Howard, Finance Director
 2001 Seabrook Island Road
 Seabrook Island, SC 29455

By Email
ahoward@townofseabrookisland.org

MEETING DATES & APPLICATION DEADLINES

Discretionary Grants Committee Meeting Dates	Deadline to be Considered at Meeting
Wed. April 22, 2026 @ 9:00 AM	Thu. April 16, 2026 @ 12:00 PM
Wed. May 20, 2026 @ 10:00 AM	Thu. May 14, 2026 @ 12:00 PM
Wed. June 17, 2026 @ 10:00 AM	Thu. June 11, 2026 @ 12:00 PM
Wed. July 15, 2026 @ 10:00 AM	Thu. July 9, 2026 @ 12:00 PM
Wed. August 19, 2026 @ 10:00 AM	Thu. August 13, 2026 @ 12:00 PM
Wed. September 16, 2026 @ 10:00 AM	Thu. September 10, 2026 @ 12:00 PM
Wed. October 21, 2026 @ 10:00 AM	Thu. October 1, 2026 @ 12:00 PM

Applications will be accepted on a rolling basis until the earlier of October 1st or until all available funds for 2026 have been committed.

Town Council meets on the fourth Tuesday of each month at 2:30 PM.



State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

Apr 2, 2026

Seabrook Island Turtle Patrol
William Nelson
3758 BEACH CT
SEABROOK ISL, SC 29455-6025

Charity User Name: C95130713

RE: Initial Reminder - Exemption Due

Dear William Nelson :

The above-referenced charitable organization's annual application for registration exemption is due on May 15, 2026.

If your charitable organization no longer falls under the exemption provisions of the statute, it is very important that your organization register as a non-exempt charitable organization with the Secretary of State's office using the Registration Statement for a Charitable Organization. Failure to file the proper registration statement may result in an administrative fine of up to \$2000.

Instructions for Filing Annual Application for Registration Exemption **Filing Fee: None**

To file your application online, please visit the Secretary of State's website at <https://sos.sc.gov/before-you-file-online>. Please read the "Before You File Online" information before you begin the application process.

If you do not wish to file electronically, please complete the Annual Application for Registration Exemption form that is available on the Secretary of State's website, and mail it to the address listed below. **Please note that our forms have been updated; outdated forms or forms issued by organizations other than the South Carolina Secretary of State's Office will not be accepted at this time.**

Instructions for Filing a Non-exempt Registration Statement **Filing Fee: \$50.00**

To file your registration statement online, please visit the Secretary of State's website at <https://sos.sc.gov/before-you-file-online>. Please read the "Before You File Online" information before you begin the registration process.

If you do not wish to file electronically, please complete the Registration Statement for a Charitable Organization form that is available on the Secretary of State's website, and mail it along with a check or money order to the address listed below. **Please note that our forms have been updated; outdated forms or forms issued by organizations other than the South Carolina Secretary of State's Office will not be accepted at this time.**

Under the South Carolina Solicitation of Charitable Funds Act, failure to register a charitable organization on time may result in an administrative fine of up to \$2,000 for each separate violation. In order to avoid incurring administrative fines, please make sure that all required documentation is complete, properly signed, and submitted by the above-referenced due date. Filings that are incomplete, are lacking required documentation, or are not properly signed cannot be processed.

Please visit our website at www.sos.sc.gov or contact our office if you have any questions.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities

South Carolina Secretary of State, Division of Public Charities
1205 Pendleton Street, Suite 525, Columbia, SC 29201
Phone (803) 734-1790 Email: charities@sos.sc.gov www.sos.sc.gov



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
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Discretionary Grant Application 2026

Contact Us: (843) 768-9121
ahoward@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from its Discretionary Grants Program. Discretionary Grants of up to \$5,000.00 may be awarded to support projects that are designed to benefit the Town of Seabrook Island by promoting community wellness, civic engagement, cultural and historical awareness, economic vitality, environmental stewardship, and wildlife conservation. Applications will be accepted beginning on April 1, 2026, and will continue to be accepted until the earlier of October 1, 2026, or until all available funds have been committed. For full program guidelines, please visit www.townofseabrookisland.org/discretionarygrants.

1 APPLICANT INFORMATION	
Organization Name	Barrier Islands Free Medical Clinic
Contact Person	Melissa Frank
Mailing Address	3226 Maybank Highway Building #C Johns Island SC 29455
Physical Address	3226 Maybank Highway Building #C Johns Island SC 29455
Phone Number	843-266-9800
Email Address	mfrank@bifmc.org
Brief description of the organization and its mission	Barrier Islands Free Medical Clinic was founded in 2008 with the mission to provide a comprehensive medical home promoting dignity, wellness, and health for uninsured Tri-county adults who qualify financially. Since opening clinic doors, BIFMC has provided over 74,000 free patient visits with the help of compassionate volunteers and grants and donations from the local community.
Year Established	2008
Annual Budget	\$1,540,191
Which of the following best describes the organization? (Check one)	<input checked="" type="checkbox"/> This organization is tax-exempt under Section 501(c) of the Internal Revenue Code <input type="checkbox"/> This organization is established for a benevolent, social welfare, scientific, educational, environmental, philanthropic, humane, patriotic, public health, civic, or other eleemosynary purpose, or for the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety <input type="checkbox"/> This organization employs a charitable purpose or appeal as the basis of solicitation. <input type="checkbox"/> This organization is a unit of local government created or authorized by the State of South Carolina
<p><i>Pursuant to the South Carolina Solicitation of Charitable Funds Act (S.C. Code of Laws Title 33, Chapter 56), all charitable organizations that solicit contributions or have contributions solicited on their behalf must register with the South Carolina Secretary of State's Office on an annual basis unless they fall under one of the statutory exemptions. Please attach a copy of your organization's current registration (or exemption) with your application.</i></p>	

2 PROJECT INFORMATION	
Project Name	Expanded Healthcare Initiative
Project Date(s) (When will the project take place?)	on going project
Project Location (Where will the project take place?)	Johns Island, SC
Project Category (Check all that apply)	<input checked="" type="checkbox"/> Community wellness <input type="checkbox"/> Civic engagement <input type="checkbox"/> Cultural and historical awareness <input type="checkbox"/> Economic development <input type="checkbox"/> Environmental stewardship and preservation <input type="checkbox"/> Wildlife protection and habitat conservation

3 GRANT REQUEST	
Amount Requested (Maximum \$5,000.00)	\$4000.00


4 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the grant funds will be spent, if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Diabetic Supplies	McKesson Medical Surgical INC, Henry Sch	\$1000.00
Medical Screening Supplies	Henry Schein, PHC Medical Sales INC, Cur	\$3000.00
		\$
		\$
		\$
		\$
	TOTAL	\$4000

5 PROJECT PURPOSE	
In the space below, please provide a description of how grant funds will be used to support the project:	
<p>Over the past several years, BIFMC has been committed to enhancing our screening and prevention program to treat the growing influx of uninsured adults who suffer from high-risk diseases such as diabetes, hypertension, and heart disease, including disease-related complications that can lead to mobility and vision loss. In 2025, BIFMC provided 5,371 patient visits - our highest volume since opening and a 71% increase over the prior year. Of this population, approximately 60% of our patients who receive free healthcare services at BIFMC live on Johns and Wadmalaw Islands, while 70% of our patients work and may commute to hospitality, landscaping, construction, and shift-based jobs across Seabrook Island. Without access to consistent preventive care, medications, and diagnostic services, chronic health conditions among this population can progress into disabling and costly complications, including impaired mobility and vision loss. To combat these disparities, our Extended Healthcare Initiative delivers vital preventive services such as cancer screenings, adult vaccinations, and enhanced medication access. Funding from this grant will support the medical screening supplies as well as diabetic supplies necessary to assist our uninsured community with their chronic health needs as well as preventative screenings.</p>	

6 PROJECT IMPACT	
<p>In the space below, please describe how the project will provide a demonstrable benefit to the Town of Seabrook Island. (Eligible projects must have a connection to the Town. Preference will be given to projects occurring within the Town's corporate limits, but other projects are eligible if they provide a clear and demonstrable benefit to the Town. Such benefit can be to the Town's residents and property owners (including by providing meaningful volunteer opportunities), its business environment (but not to specific businesses), its visitors, or to those who work in the Town.)</p>	
<p>Approximately 72% of our patients reside on the Sea Islands, with approximately 57% living on Johns Island, 12% on James Island, and 3% on Wadmalaw Island. Many others qualify for care based on their employment in the hospitality industry on Kiawah and Seabrook Islands. Although we've expanded our reach to uninsured adults across Charleston, Dorchester, and Berkeley counties, the Sea Islands remain our core service area, aligning closely with the community-focused mission of the Town of Seabrook Island. Additionally, 10% of our volunteers reside on Seabrook Island, fostering a strong spirit of volunteerism, collaboration, and a shared commitment to serving our community.</p> <p>By supporting this initiative, you can help us reduce the burden of preventable disease, improve health outcomes, and ensure that uninsured adults in our community have access to the tools and care they need to lead healthier, more independent lives. We are proud to share a common commitment to the wellbeing of the Sea Islands community and are grateful for your continued support.</p>	

7 CERTIFICATION & ACKNOWLEDGMENT

- 1) I certify that I am authorized to submit this application on behalf of the above-named organization.
- 2) I certify that all information contained herein is true and accurate to the best of my knowledge.
- 3) I understand and acknowledge that submitting this application is not a guarantee of grant funding.
- 4) I understand and acknowledge that I, or another representative of my organization, must attend both the Discretionary Grant Committee meeting and Town Council meeting (either in person or virtually) at which this application will be considered, and that failure to attend, absent extenuating circumstances, may result in this application being deemed withdrawn or denied.
- 5) I understand and acknowledge that the Town reserves the right to require additional information prior to considering this application.
- 6) I understand and acknowledge that all grant recipients must execute a written grant agreement with the Town prior to disbursement of any grant funds, and that failure to execute a grant agreement within 30 days of the award date shall result in forfeiture of grant funds.
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- 8) I understand and acknowledge that disbursement requests must be received no later than December 15th of the calendar year in which grant funds are awarded, and that failure to submit a disbursement request by this date may result in forfeiture of any unpaid grant funds.
- 9) I understand and acknowledge that grant recipients must submit a written report describing the purpose(s) for which Town funds were expended and the overall project impact on or before December 31st of the calendar year in which grant funds are awarded.

Applicant Signature	
Applicant Printed Name	Melissa Frank
Submittal Date	4/6/26

Please return completed applications and all required supporting materials to:

By Mail or In Person

Town of Seabrook Island
 Attn: Amber Howard, Finance Director
 2001 Seabrook Island Road
 Seabrook Island, SC 29455

By Email

ahoward@townofseabrookisland.org

MEETING DATES & APPLICATION DEADLINES

Discretionary Grants Committee Meeting Dates	Deadline to be Considered at Meeting
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Town Council meets on the fourth Tuesday of each month at 2:30 PM.



State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

RECEIVED
4/14/25
MP

4/12/2025

Barrier Islands Free Medical Clinic, Inc.
Melissa F Frank
3226 MAYBANK HWY Building C
JOHNS ISLAND, SC29455-4860

RE: Registration Confirmation

Charity Public ID: P15349

Dear Melissa F Frank :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on 5/15/2026.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to \$2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities

South Carolina Secretary of State, Division of Public Charities
1205 Pendleton Street, Suite 525, Columbia, SC 29201
Phone (803) 734-1790 Fax (803) 734-1604 Email: charities@sos.sc.gov www.sos.sc.gov



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org

Discretionary Grant Application 2026

Contact Us: (843) 768-9121
ahoward@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from its Discretionary Grants Program. Discretionary Grants of up to \$5,000.00 may be awarded to support projects that are designed to benefit the Town of Seabrook Island by promoting community wellness, civic engagement, cultural and historical awareness, economic vitality, environmental stewardship, and wildlife conservation. Applications will be accepted beginning on April 1, 2026, and will continue to be accepted until the earlier of October 1, 2026, or until all available funds have been committed. For full program guidelines, please visit www.townofseabrookisland.org/discretionarygrants.

1 APPLICANT INFORMATION			
Organization Name	Seabrook Island PageTurners		
Contact Person	Sue Dostal		
Mailing Address	1912 Long Bend Drive, Seabrook Island, S.C. 29455		
Physical Address	same		
Phone Number	2038582405	Email Address	suedostal1746@gmail.com
Brief description of the organization and its mission	<p>Our Seabrook Island community offers abundant opportunities for golf, racquet sports, beach activities, and a wide variety of special interest groups, but we have found a strong and growing desire within the community for deeper intellectual engagement. Our mission is to meet that interest by offering a thoughtfully curated series of author discussions that invite reflection, conversation, and connection.</p> <p>Seabrook Island PageTurners was established in mid-2024 to bring authors of particular relevance into direct conversation with residents, creating a vibrant and enriching cultural experience. We believe this speaker series is emerging as a distinctive forum on Seabrook—one that encourages meaningful dialogue, fosters connection, and sparks reflection. Our volunteer-led group of area residents include Bonnie Compton (Kiawah River Estates).</p>		
Year Established	Mid-2024		
Annual Budget	\$ 0		
Which of the following best describes the organization? (Check one)	<input type="checkbox"/> This organization is tax-exempt under Section 501(c) of the Internal Revenue Code <input type="checkbox"/> This organization is established for a benevolent, social welfare, scientific, educational, environmental, philanthropic, humane, patriotic, public health, civic, or other eleemosynary purpose, or for the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety <input checked="" type="checkbox"/> This organization employs a charitable purpose or appeal as the basis of solicitation. <input type="checkbox"/> This organization is a unit of local government created or authorized by the State of South Carolina		
<p><i>Pursuant to the South Carolina Solicitation of Charitable Funds Act (S.C. Code of Laws Title 33, Chapter 56), all charitable organizations that solicit contributions or have contributions solicited on their behalf must register with the South Carolina Secretary of State's Office on an annual basis unless they fall under one of the statutory exemptions. Please attach a copy of your organization's current registration (or exemption) with your application.</i></p>			

2 PROJECT INFORMATION	
Project Name	Seabrook Island PageTurner Events (3)
Project Date(s) (When will the project take place?)	May - December, 2026
Project Location (Where will the project take place?)	Seabrook Island
Project Category (Check all that apply)	<input type="checkbox"/> Community wellness <input type="checkbox"/> Civic engagement <input checked="" type="checkbox"/> Cultural and historical awareness <input type="checkbox"/> Economic development <input type="checkbox"/> Environmental stewardship and preservation <input type="checkbox"/> Wildlife protection and habitat conservation

7 CERTIFICATION & ACKNOWLEDGMENT

- 1) I certify that I am authorized to submit this application on behalf of the above-named organization.
- 2) I certify that all information contained herein is true and accurate to the best of my knowledge.
- 3) I understand and acknowledge that submitting this application is not a guarantee of grant funding.
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- 5) I understand and acknowledge that the Town reserves the right to require additional information prior to considering this application.
- 6) I understand and acknowledge that all grant recipients must execute a written grant agreement with the Town prior to disbursement of any grant funds, and that failure to execute a grant agreement within 30 days of the award date shall result in forfeiture of grant funds.
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- 9) I understand and acknowledge that grant recipients must submit a written report describing the purpose(s) for which Town funds were expended and the overall project impact on or before December 31st of the calendar year in which grant funds are awarded.

Applicant Signature	
Applicant Printed Name	(Mary) Sue Dostal
Submittal Date	April 13, 2026

Please return completed applications and all required supporting materials to:

By Mail or In Person
 Town of Seabrook Island
 Attn: Amber Howard, Finance Director
 2001 Seabrook Island Road
 Seabrook Island, SC 29455

By Email
ahoward@townofseabrookisland.org

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State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

3/12/2026

Seabrook Island Page Turners
Mary Sue Dostal
1912 LONG BEND DR
JOHNS ISLAND, SC29455-6337

RE: Exemption Confirmation

Charity Public ID: P90726

Dear Mary Sue Dostal :

This letter confirms that the Secretary of State's Office has received and accepted your Application for Exemption. **If you submitted your Application for Exemption using the Charities Online Filing System, this letter of confirmation has been issued pending further review by Division of Public Charities staff.**

The exemption for your charitable organization will expire on 5/15/2027. If any of the information on your Application for Exemption form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization. Additionally, if at any time your charitable organization no longer qualifies for an exemption, the organization must immediately register with the Secretary of State's Office. Please note that failure to comply with the registration provisions of the Solicitation of Charitable Funds Act may result in fines of up to \$2,000.00 for each separate violation.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Wickersham", with a long horizontal line extending to the right.

Kimberly S. Wickersham
Director, Division of Public Charities



BACKPACK BUDDIES SEABROOK ISLAND
Feeding Hungry Children

To: Town of Seabrook Island
Discretionary Grant Committee
Attn: Amber Howard, Finance Director

From: Backpack Buddies Seabrook Island
Allan Stein, Officer- Board of Directors

Date: April 14, 2026

RE: TOSI Discretionary Grant Application

Dear Ms. Howard,

Enclosed please find an application for the Town of Seabrook Island's Discretionary Grant Program from Backpack Buddies Seabrook Island.

Additionally a copy of the organization's tax- exempt approval as a 501-© 3 has been included per request.

As a Board member I will serve as the contact for the application. Please do not hesitate to contact me if you desire any further information or material. I look forward to discussing the proposal and the review process.

Thank you for the opportunity to apply for the funds in support of Backpack Buddies Seabrook Island.

Regards,

Allan Stein
Allanstein13@gmail.com
401-487-8290



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org

Discretionary Grant Application 2026

Contact Us: (843) 768-9121
ahoward@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from its Discretionary Grants Program. Discretionary Grants of up to \$5,000.00 may be awarded to support projects that are designed to benefit the Town of Seabrook Island by promoting community wellness, civic engagement, cultural and historical awareness, economic vitality, environmental stewardship, and wildlife conservation. Applications will be accepted beginning on April 1, 2026, and will continue to be accepted until the earlier of October 1, 2026, or until all available funds have been committed. For full program guidelines, please visit www.townofseabrookisland.org/discretionarygrants.

1 APPLICANT INFORMATION			
Organization Name	Backpack Buddies Seabrook Island (BPBSI)		
Contact Person	Allan Stein		
Mailing Address	130 Gardeners Circle PMB K, Johns Island , SC 29455		
Physical Address	No administrative office; BPBSI operates out of volunteer homes and Oyster Catcher Comm Ctr		
Phone Number	401-487-8290	Email Address	allanstein13@gmail.com
Brief description of the organization and its mission	The mission of Backpack Buddies Seabrook Island (BPBSI), a 501-(c)-3 organization, is to address childhood food insecurity, primarily in coordination with the Charleston County School District, by providing nutritious food to qualified children to promote their healthy development and learning capacity. BPBSI, with its extensive volunteer base (175 Seabrookers) purchases food weekly; then organizes meal bags (13-15 items) delivered to participating schools and distributed to students in need as determined by the school personnel. BPBSI is an all-volunteer organization. No funds are used for compensation. Excluding a small amount for administrative expenses (i.e. insurance, supplies), all funds are allocated to the purchase of food, approximately 95% of the total budget.		
Year Established	2014		
Annual Budget	\$ 121,000.00		
Which of the following best describes the organization? (Check one)	<input type="checkbox"/> This organization is tax-exempt under Section 501(c) of the Internal Revenue Code <input checked="" type="checkbox"/> This organization is established for a benevolent, social welfare, scientific, educational, environmental, philanthropic, humane, patriotic, public health, civic, or other eleemosynary purpose, or for the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety <input type="checkbox"/> This organization employs a charitable purpose or appeal as the basis of solicitation. <input type="checkbox"/> This organization is a unit of local government created or authorized by the State of South Carolina		
<p><i>Pursuant to the South Carolina Solicitation of Charitable Funds Act (S.C. Code of Laws Title 33, Chapter 56), all charitable organizations that solicit contributions or have contributions solicited on their behalf must register with the South Carolina Secretary of State's Office on an annual basis unless they fall under one of the statutory exemptions. Please attach a copy of your organization's current registration (or exemption) with your application.</i></p>			

2 PROJECT INFORMATION	
Project Name	Backpack Buddies Seabrook Island
Project Date(s) (When will the project take place?)	Consistent with the Charleston County School District calendar
Project Location (Where will the project take place?)	Johns Island schools and SIPOA's Oyster Catch Comm Ctr
Project Category (Check all that apply)	<input checked="" type="checkbox"/> Community wellness <input checked="" type="checkbox"/> Civic engagement <input type="checkbox"/> Cultural and historical awareness <input type="checkbox"/> Economic development <input type="checkbox"/> Environmental stewardship and preservation <input type="checkbox"/> Wildlife protection and habitat conservation

3 GRANT REQUEST	
Amount Requested (Maximum \$5,000.00)	\$ 2,500.00


4 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the grant funds will be spent, if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
exclusively for food items / meal bags for food	various markets and big box stores	\$ 2,500.00
insecure children for weekend, holiday and	(ie Costco)	\$
school vacation consumption		\$
		\$
		\$
		\$
		\$
	TOTAL	\$ 2,500.00

5 PROJECT PURPOSE	
In the space below, please provide a description of how grant funds will be used to support the project:	
<p>Funds provided will support the project in terms of direct service to children; to be used exclusively for the purchase of food items to be included in weekly, holiday, and vacation meal bags for food insecure children within the Charleston Count School District. Presently BPBSI is serving 375 Charleston County School District children in providing close to 13,000 meals bags during the school year. Each meal bag costs approximate \$9.00.</p>	

6 PROJECT IMPACT	
In the space below, please describe how the project will provide a demonstrable benefit to the Town of Seabrook Island. (Eligible projects must have a connection to the Town. Preference will be given to projects occurring within the Town's corporate limits, but other projects are eligible if they provide a clear and demonstrable benefit to the Town. Such benefit can be to the Town's residents and property owners (including by providing meaningful volunteer opportunities), its business environment (but not to specific businesses), its visitors, or to those who work in the Town.)	
<p>SEE ADDITIONAL DOCUMENT FOR FULL RESPONSE</p> <p>Funds allocated by the Town of Seabrook Island in support of Backpack Buddies Seabrook Island will serve to have a dual benefit.</p> <p>BPBSI's primary objective is getting food in the hands of food insecure children. Practically, the BPBSI service is a positive food intervention for local children that otherwise may well not have food available to them.</p> <p>And while the value of feeding food insecure children is paramount for Backpack Buddies, there is also another important outcome in the process of making that happen. There are 175 Seabrook Island residents who volunteer their time, as well as their expertise, to see that children go home on weekends, holidays, and school vacations with nutritious food.</p> <p>It has been well documented and widely accepted that without a proper diet, children experience a variety of negative outcomes, such as malnutrition, health and mental implications, poor learning capacity and school attendance issues.</p>	

7 CERTIFICATION & ACKNOWLEDGMENT

- 1) I certify that I am authorized to submit this application on behalf of the above-named organization.
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Applicant Signature	
Applicant Printed Name	Allan Stein (Board of Director Officer/ application representative)
Submittal Date	4/14/26

Please return completed applications and all required supporting materials to:

By Mail or In Person

Town of Seabrook Island
 Attn: Amber Howard, Finance Director
 2001 Seabrook Island Road
 Seabrook Island, SC 29455

By Email

ahoward@townofseabrookisland.org

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BACKPACK BUDDIES SEABROOK ISLAND

Feeding Hungry Children

#6: PROJECT IMPACT - full response

Funds allocated by the Town of Seabrook Island in support of Backpack Buddies Seabrook Island will serve to have a dual benefit.

BPBSI's primary objective is getting food in the hands of food insecure children. Practically, the BPBSI service is a positive food intervention for local children that otherwise may well not have food available to them.

And while the value of feeding food insecure children is paramount for Backpack Buddies, there is also another important outcome in the process of making that happen. There are 175 Seabrook Island residents who volunteer their time, as well as their expertise, to see that children go home on weekends, holidays, and school vacations with nutritious food.

It has been well documented and widely accepted that without a proper diet, children experience a variety of negative outcomes, such as malnutrition, health and mental implications, poor learning capacity and school attendance issues.

In similar fashion, it has been well documented that by engaging in service to others, individuals experience a number of positive outcomes, including improved mental and physical health, increased happiness and purpose, stronger social connections among many other values.

Currently approximately 175 residents from the Town of Seabrook Island, an amount that has grown four-fold since 2019, volunteer countless hours in support of Backpack Buddies. Not surprisingly, the weekly distribution of weekly meal bags has grown from 32 to 375 since the program's inception.

Each week volunteer shoppers purchase approximately 4800 food items; store the items, organize them and pack items into individual meal packs, to then be delivered to local schools for distribution to children. With a minimum of 34 weeks for delivery during the school year, and a minimum of over 20 volunteers each week, BPBSI has estimate that Seabrook volunteers provide roughly 1600 volunteer hours per 3 school sites; to which can be added the volunteer efforts and hours related to pantry and food oversight, fund raising, communications with donors, schools, community members, program administration, fiscal oversight/reporting and on-going management.

The Town of Seabrook Island, SIPOA and the SI Club offer an array of amenities to our residents for their pleasure and enjoyment. Backpack Buddies offers Seabrook volunteers an opportunity for service to children and provides our residents an option for meaningful contribution, positive social connections and an overall sense of community through a shared purpose with Seabrook friends and neighbors.

Backpack Buddies Seabrook Island 130 Gardeners Circle PMB K, Johns Island, South Carolina 29455

E-Mail: backpackbuddiesseabrookisland@gmail.com

Web Site: backpackbuddiesseabrookisland.com

Contributions to BPBSI tax deductible under section 501(c)(3) of the Internal Revenue Code

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 29 2014**

BACKPACK BUDDIES SEABROOK ISLAND
3016 BAYWOOD DR
SEABROOK ISLAND, SC 29455-6149

Employer Identification Number:
46-5444906
DLN:
17053216305014
Contact Person:
MR. DAVIS ID# 31636
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 14, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

The State of South Carolina



Office of Secretary of State Mark Hammond

Certificate of Incorporation, Nonprofit Corporation

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

BACKPACK BUDDIES SEABROOK ISLAND, a nonprofit corporation duly organized under the laws of the State of South Carolina on May 14th, 2014, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable, or other eleemosynary purpose.

Now, therefore, I Mark Hammond, Secretary of State, by virtue of the authority in me vested by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great Seal of
the State of South Carolina this 14th day of
May, 2014

Mark Hammond

Mark Hammond, Secretary of State



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org

Discretionary Grant Application 2026

Contact Us: (843) 768-9121
ahoward@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from its Discretionary Grants Program. Discretionary Grants of up to \$5,000.00 may be awarded to support projects that are designed to benefit the Town of Seabrook Island by promoting community wellness, civic engagement, cultural and historical awareness, economic vitality, environmental stewardship, and wildlife conservation. Applications will be accepted beginning on April 1, 2026, and will continue to be accepted until the earlier of October 1, 2026, or until all available funds have been committed. For full program guidelines, please visit www.townofseabrookisland.org/discretionarygrants.

1 APPLICANT INFORMATION	
Organization Name	Seabrook Island Photography Club (SIPC)
Contact Person	Bill Breunsbach
Mailing Address	2510 CatTail Pond Rd. Johns Island, SC 29455
Physical Address	1202 Landfall Way , Johns Island, SC 29455
Phone Number	843-338-5482
Email Address	billbreunsbach@gmail.com
Brief description of the organization and its mission	The Photography Club is a group of people with a broad range of photographic skills learning together to improve those skills and to encourage/promote the photographic arts with other local residents. We provide photographic evidence of life on Seabrook, its people and abundant wildlife, and share this evidence on Nextdoor, Instagram, Facebook, Tidelines, in the Seabrooker, the Island Connection, and on the Lake House Photo Wall. Additionally we provide access to our stock photo library for SIPOA to use in the "Currents" magazine, SIC use in the "Islander Insider" magazine and any ToSI publications needing images.
Year Established	2010
Annual Budget	\$3,500.00
Which of the following best describes the organization? (Check one)	<input type="checkbox"/> This organization is tax-exempt under Section 501(c) of the Internal Revenue Code <input checked="" type="checkbox"/> This organization is established for a benevolent, social welfare, scientific, educational, environmental, philanthropic, humane, patriotic, public health, civic, or other eleemosynary purpose, or for the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety <input type="checkbox"/> This organization employs a charitable purpose or appeal as the basis of solicitation. <input type="checkbox"/> This organization is a unit of local government created or authorized by the State of South Carolina
<p><i>Pursuant to the South Carolina Solicitation of Charitable Funds Act (S.C. Code of Laws Title 33, Chapter 56), all charitable organizations that solicit contributions or have contributions solicited on their behalf must register with the South Carolina Secretary of State's Office on an annual basis unless they fall under one of the statutory exemptions. Please attach a copy of your organization's current registration (or exemption) with your application.</i></p>	

2 PROJECT INFORMATION	
Project Name	Seabrook Island Photography Club Annual Program
Project Date(s) (When will the project take place?)	1/1/26 - 12/31/26
Project Location (Where will the project take place?)	Seabrook Island, SC
Project Category (Check all that apply)	<input checked="" type="checkbox"/> Community wellness <input checked="" type="checkbox"/> Civic engagement <input checked="" type="checkbox"/> Cultural and historical awareness <input type="checkbox"/> Economic development <input type="checkbox"/> Environmental stewardship and preservation <input type="checkbox"/> Wildlife protection and habitat conservation

3 GRANT REQUEST	
Amount Requested (<i>Maximum \$5,000.00</i>)	\$1,960.00

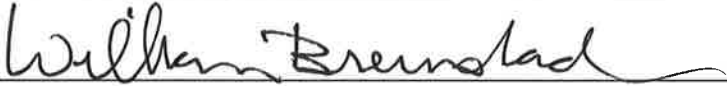
4 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the grant funds will be spent, if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Website Hosting and Video Platform Annual Fees	Weebly & Vimeo	\$330.00
Zoom Annual Subscription Fee	Zoom	\$195.00
Comm. & Presentation Software Annual Fee	Microsoft 365	\$110.00
Pixieset Annual Subscription Fee	PIXIESET	\$325.00
Monthly Meeting Speaker Fees (4) May,Sept,Oct, N	Various Photographic Material Presenters	\$1,000.00
		\$
	TOTAL	\$1,960.00

5 PROJECT PURPOSE	
In the space below, please provide a description of how grant funds will be used to support the project:	
<p>1). Our website provides educational materials, resources for photographers, videos of meeting speakers and individual member galleries where they can share their work with town residents. The Hosting and Video Platforms are an integral part of our website operations while Microsoft Powerpoint is our presentation tool. Zoom provides us an additional platform to display and transmit our website plus conduct member meeting with a Zoom speaker.</p> <p>2). Pixieset Pro software program gives the Photography Club a stand alone photographic platform that allows a simple gallery system for photographers to host images which can be viewed securely. Members of the Photography Club used Pixieset to host images from the Dog Pool Party, Fourth of July parade, ToSI Food Truck Rodeo, Alan Fleming Tennis Tournament, Xmas parade and other SIPOA, SIC, and ToSI events. The Pixieset platform in 2025 proved to be an effective vehicle for delivery of images taken by multiple photographers during various Seabrook Island community events.</p> <p>3). Monthly speaker fees pays for the outside speakers who either travel to Seabrook Island or use Zoom to present their photographic material to the meeting attendees. Both SIPC members and outside guests can attend the meetings.</p>	

6 PROJECT IMPACT	
In the space below, please describe how the project will provide a demonstrable benefit to the Town of Seabrook Island. (Eligible projects must have a connection to the Town. Preference will be given to projects occurring within the Town's corporate limits, but other projects are eligible if they provide a clear and demonstrable benefit to the Town. Such benefit can be to the Town's residents and property owners (including by providing meaningful volunteer opportunities), its business environment (but not to specific businesses), its visitors, or to those who work in the Town.)	
<p>The Seabrook Island Photography Club (SIPC) is an organization open to all inhabitants on Seabrook Island. We provide a forum for the members to learn or improve their photographic skills, attend education meetings /workshops and share their images with the community. Our website is accessible to the public and it contains educational materials, resources for photographers, meeting speaker videos and individual member galleries where they share their work with town residents.</p> <p>We maintain a standalone photographic image platform called Pixieset that is a simple stock photo library where photographers post images which island residents can view securely. This past year we used Pixieset to post images from the Dog Pool Party, Fourth of July parade, ToSI Food Truck Rodeo, Alan Fleming Tennis Tournament, ToSI tree lighting, Xmas parade and other SIPOA, SIC, and ToSI events. Pixieset is available to the staffs from ToSI, SIC and SIPOA to browse the images for use in their publications and social media.</p> <p>We really appreciate the Town Of Seabrook Island offering the Discretionary Grant program for the various Seabrook Island organizations to access the funds and enables us provide enhanced services to our community</p>	

7 CERTIFICATION & ACKNOWLEDGMENT

- 1) I certify that I am authorized to submit this application on behalf of the above-named organization.
- 2) I certify that all information contained herein is true and accurate to the best of my knowledge.
- 3) I understand and acknowledge that submitting this application is not a guarantee of grant funding.
- 4) I understand and acknowledge that I, or another representative of my organization, must attend both the Discretionary Grant Committee meeting and Town Council meeting (either in person or virtually) at which this application will be considered, and that failure to attend, absent extenuating circumstances, may result in this application being deemed withdrawn or denied.
- 5) I understand and acknowledge that the Town reserves the right to require additional information prior to considering this application.
- 6) I understand and acknowledge that all grant recipients must execute a written grant agreement with the Town prior to disbursement of any grant funds, and that failure to execute a grant agreement within 30 days of the award date shall result in forfeiture of grant funds.
- 7) I understand and acknowledge that grant funds, if awarded, must be spent in accordance with all applicable laws and shall conform to the requirements of the grant agreement and program guidelines.
- 8) I understand and acknowledge that disbursement requests must be received no later than December 15th of the calendar year in which grant funds are awarded, and that failure to submit a disbursement request by this date may result in forfeiture of any unpaid grant funds.
- 9) I understand and acknowledge that grant recipients must submit a written report describing the purpose(s) for which Town funds were expended and the overall project impact on or before December 31st of the calendar year in which grant funds are awarded.

Applicant Signature	
Applicant Printed Name	William Breunsbach
Submittal Date	4/15/26

Please return completed applications and all required supporting materials to:

By Mail or In Person
 Town of Seabrook Island
 Attn: Amber Howard, Finance Director
 2001 Seabrook Island Road
 Seabrook Island, SC 29455

By Email
ahoward@townofseabrookisland.org

MEETING DATES & APPLICATION DEADLINES

Discretionary Grants Committee Meeting Dates	Deadline to be Considered at Meeting
Wed. April 22, 2026 @ 9:00 AM	Thu. April 16, 2026 @ 12:00 PM
Wed. May 20, 2026 @ 10:00 AM	Thu. May 14, 2026 @ 12:00 PM
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Applications will be accepted on a rolling basis until the earlier of October 1st or until all available funds for 2026 have been committed.

Town Council meets on the fourth Tuesday of each month at 2:30 PM.



State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

4/4/2026

Seabrook Island Photography Club
William Breunsbach
2510 CAT TAIL POND RD
JOHNS ISLAND, SC29455-6177

RE: Exemption Confirmation

Charity Public ID: P90903

Dear William Breunsbach :

This letter confirms that the Secretary of State's Office has received and accepted your Application for Exemption. **If you submitted your Application for Exemption using the Charities Online Filing System, this letter of confirmation has been issued pending further review by Division of Public Charities staff.**

The exemption for your charitable organization will expire on 5/15/2027. If any of the information on your Application for Exemption form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization. Additionally, if at any time your charitable organization no longer qualifies for an exemption, the organization must immediately register with the Secretary of State's Office. Please note that failure to comply with the registration provisions of the Solicitation of Charitable Funds Act may result in fines of up to \$2,000.00 for each separate violation.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities



Town of Seabrook Island

2001 Seabrook Island Road
 Seabrook Island, SC 29455
townofseabrookisland.org

Discretionary Grant Application 2026

Contact Us: (843) 768-9121
ahoward@townofseabrookisland.org

The Town of Seabrook Island invites applications from eligible organizations for funding from its Discretionary Grants Program. Discretionary Grants of up to \$5,000.00 may be awarded to support projects that are designed to benefit the Town of Seabrook Island by promoting community wellness, civic engagement, cultural and historical awareness, economic vitality, environmental stewardship, and wildlife conservation. Applications will be accepted beginning on April 1, 2026, and will continue to be accepted until the earlier of October 1, 2026, or until all available funds have been committed. For full program guidelines, please visit www.townofseabrookisland.org/discretionarygrants.

1 APPLICANT INFORMATION			
Organization Name	Seabrook Island Birders		
Contact Person	Claudia Porter		
Mailing Address	1202 Landfall Way, Seabrook Island, SC 29455		
Physical Address	1202 Landfall Way, Seabrook Island, SC 29455		
Phone Number	404-242-6092	Email Address	claudiaporter@outlook.com
Brief description of the organization and its mission	Seabrook Island Birders (SIB) mission is to (1) enlighten residents and others about the richness and diversity of Seabrook Island's bird life; (2) foster an appreciation for the unique habitats our island provides for these varied species; and, (3) emphasize the importance of protecting our wildlife and these natural habitats that are essential for the survival of our native birds as well as the migratory birds we host.		
Year Established	2016		
Annual Budget	\$ 8,000.00		
Which of the following best describes the organization? (Check one)	<input type="checkbox"/> This organization is tax-exempt under Section 501(c) of the Internal Revenue Code <input checked="" type="checkbox"/> This organization is established for a benevolent, social welfare, scientific, educational, environmental, philanthropic, humane, patriotic, public health, civic, or other eleemosynary purpose, or for the benefit of law enforcement personnel, firefighters, or other persons who protect the public safety <input type="checkbox"/> This organization employs a charitable purpose or appeal as the basis of solicitation. <input type="checkbox"/> This organization is a unit of local government created or authorized by the State of South Carolina		
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2 PROJECT INFORMATION	
Project Name	SIB Annual Education and Communications Program
Project Date(s) (When will the project take place?)	5/1/2026 - 12/31/2026
Project Location (Where will the project take place?)	Seabrook Island, SC
Project Category (Check all that apply)	<input type="checkbox"/> Community wellness <input checked="" type="checkbox"/> Civic engagement <input type="checkbox"/> Cultural and historical awareness <input type="checkbox"/> Economic development <input checked="" type="checkbox"/> Environmental stewardship and preservation <input checked="" type="checkbox"/> Wildlife protection and habitat conservation

3 GRANT REQUEST	
Amount Requested (Maximum \$5,000.00)	\$ 2,150.00

4 PROJECT BUDGET		
In the space below, please provide a detailed budget showing how the grant funds will be spent, if awarded:		
Item(s) or Service(s) to be Purchased	Vendor (If Known)	Amount Budgeted
Speaker fees - education programs Sept 24, Nov 5		\$ 500.00
Website management services		\$ 1,000.00
Software renewals	Vimeo, email and domain fees	\$ 650.00
		\$
		\$
		\$
	TOTAL	\$ 2,150.00

5 PROJECT PURPOSE	
In the space below, please provide a description of how grant funds will be used to support the project:	
<p>SIB presents educational speakers multiple times during the year to discuss various topics relating to birds and the environment. These programs are open to both members and guests with an interest in wildlife and habitat preservation. We often have up to 60 attendees for these evening events, and we also record them for later viewing on our website.</p> <p>Our online presence attracts viewers not just from South Carolina but all over the US, and several other countries. Our website had over 2,300 views in March, while Facebook followers increased to 944 and Instagram to 669. Views on these platforms were almost 46,000 (FB) and over 36,000 (Insta). To support the high numbers of visitors and the content that draws these viewers, we are looking for a website management service provider. We anticipate selecting a vendor in Q3 of 2026.</p> <p>Additionally, we are requesting funds to cover the various upcoming software and domain fee renewals that are required to</p>	

6 PROJECT IMPACT	
In the space below, please describe how the project will provide a demonstrable benefit to the Town of Seabrook Island. (Eligible projects must have a connection to the Town. Preference will be given to projects occurring within the Town's corporate limits, but other projects are eligible if they provide a clear and demonstrable benefit to the Town. Such benefit can be to the Town's residents and property owners (including by providing meaningful volunteer opportunities), its business environment (but not to specific businesses), its visitors, or to those who work in the Town.)	
<p>Seabrook Island Birders encourages residents and visitors to the island to understand and appreciate not just the birds that call the island home for at least part of the year, but also the habitat necessary to attract and support those birds. Our educational speakers represent a wide range of expertise on a variety of environmental topics.</p> <p>Our SIB website (sibirders.com) is a valuable resource for locals as well as those who may not be familiar with Seabrook Island. It presents our habitat and interest in environmental conservation to potential visitors and residents who otherwise may not be aware of the natural beauty of our island.</p>	

7 CERTIFICATION & ACKNOWLEDGMENT

- 1) I certify that I am authorized to submit this application on behalf of the above-named organization.
- 2) I certify that all information contained herein is true and accurate to the best of my knowledge.
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- 9) I understand and acknowledge that grant recipients must submit a written report describing the purpose(s) for which Town funds were expended and the overall project impact on or before December 31st of the calendar year in which grant funds are awarded.

Applicant Signature	<i>Claudia Porter</i>
Applicant Printed Name	Claudia Porter
Submittal Date	April 15, 2026

Please return completed applications and all required supporting materials to:

By Mail or In Person
 Town of Seabrook Island
 Attn: Amber Howard, Finance Director
 2001 Seabrook Island Road
 Seabrook Island, SC 29455

By Email
ahoward@townofseabrookisland.org

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State of South Carolina
Office of the Secretary of State
The Honorable Mark Hammond

Feb 21, 2025

Seabrook Island Birders
Claudia Porter
1202 LANDFALL WAY
SEABROOK ISL, SC 29455-6335

RE: Registration Confirmation

Charity Public ID: P90243

Dear Claudia Porter :

This letter confirms that the Secretary of State's Office has received and accepted your Registration, therefore, your charitable organization is in compliance with the registration requirement of the "South Carolina Solicitation of Charitable Funds Act." The registration of your charitable organization will expire on May 15, 2026.

If any of the information on your Registration form changes throughout the course of the year, please contact our office to make updates. It is important that this information remain updated so that our office can keep you informed of any changes that may affect your charitable organization.

If you have not yet filed your annual financial report or an extension for the annual financial report, the annual financial report is still due 4 ½ months after the close of your fiscal year.

- Annual financial reports must either be submitted on the Internal Revenue Service Form 990 or 990-EZ or the Secretary of State's Annual Financial Report Form.
- If you wish to extend the filing of that form with us, please submit a written request by email or fax to our office using the contact information below. Failure to submit the annual financial report may result in an administrative fine of up to \$2,000.00.

If you have any questions or concerns, please visit our website at www.sos.sc.gov or contact our office using the contact information below.

Sincerely,

Kimberly S. Wickersham
Director, Division of Public Charities

South Carolina Secretary of State, Division of Public Charities
1205 Pendleton Street, Suite 525, Columbia, SC 29201
Phone (803) 734-1790 Fax (803) 734-1604 Email: charities@sos.sc.gov www.sos.sc.gov